

DEPARTMENT OF COMMUNITY SERVICES  
CITY AND COUNTY OF HONOLULU

COMMUNITY ASSISTANCE DIVISION  
51 MERCHANT STREET • HONOLULU, HAWAII 96813  
PHONE: (808) 768-7076 • FAX: (808) 768-7057  
[www.honolulu.gov/dcs](http://www.honolulu.gov/dcs)

RICK BLANGIARDI  
MAYOR



ANTON C. KRUCKY  
DIRECTOR

AEDWARD LOS BANOS  
DEPUTY DIRECTOR

Please fill out the **Solar Loan** application completely, sign, date, and return it to our office along with the items listed below. Please **do not sign or commit** to any proposal or contract until your loan is approved by our office.

1. Federal Income Tax Return: **For each working or retired adult and dependent(s) working part-time** living in the house on the date of application, provide a signed copy of their most recent year's Federal Tax Return.
2. Income Verification: For each **working or retired adult and dependent(s) working part-time** living in the house on the date of application, please provide copies of the following, as applicable:
  - a) Pay stubs/statements covering the most recent 30-day period.
  - b) W-2 form used to file the most recent Federal Tax Return.
  - c) Statement of current year benefits from the Social Security Administration.
  - d) Retirement pension statement or award letter.
3. Signed and dated **Credit Bureau Authorization** form.
4. Copies of the solar contractor's proposal, the solar energy cost savings analysis worksheet, the contractor's W-9 Form, and State of Hawaii contractor's license.
5. Copy of your most recent Hawaiian Electric Company (HECO) bill.

We will contact after our review to discuss the loan process in greater detail. Credit report and other fees will be disclosed and collected at a later time if you decide to continue with your loan application. All fees are paid to third-party credit bureau and title/escrow companies.

Our staff will assist you throughout the application process and please contact the Rehabilitation Loan Branch at 808-768-7076 for further assistance.

Sincerely,

A handwritten signature in black ink, appearing to read "Alan S. Tamana", is written over a horizontal line.

ALAN S. TAMANAHA  
Rehabilitation Loan Branch Chief

Enclosures:

1. Loan Application
2. Loan Program Information Sheet
3. Credit Bureau Authorization Form



## CITY & COUNTY OF HONOLULU SOLAR LOAN PROGRAM

### Frequently Asked Questions (FAQs)

#### WHO CAN APPLY FOR THE CITY'S SOLAR LOAN?

Owner-occupant homeowners whose household income is within the income schedule listed below are eligible. The table shows the gross annual income limits for the various household sizes:

| Number<br>of Members<br>in Household | 0%       |
|--------------------------------------|----------|
| 1                                    | \$73,150 |
| 2                                    | 83,600   |
| 3                                    | 94,050   |
| 4                                    | 104,500  |
| 5                                    | 112,900  |
| 6                                    | 121,250  |
| 7                                    | 129,600  |
| 8                                    | 137,950  |

**Note:** Income limits are subject to change.

#### WHAT ARE THE LOAN TERMS?

The repayment term solar system is 10 years but a 20-year term may be considered on a case-by-case basis.

#### WHAT IS THE MONTHLY PAYMENT?

Monthly payments are set up for not less than 120 and not more than 240 months at a 0% interest rate. Reduced monthly payment amounts are available for qualifying borrowers.

### SAMPLE MONTHLY PAYMENTS AT 10-YEAR & 20-YEAR LOAN TERMS

|  |         |
|--|---------|
| Sample Cost of a Solar<br>Water Heating System | \$7,500 |
| <u>0% Interest Rate for 10 years</u>           |         |
| Monthly Loan Payment                           | \$62.50 |

|  |          |
|--|----------|
| Sample Cost of a Photovoltaic (PV)<br>System including the Cost of Other<br>Home Repairs | \$60,000 |
| <u>0% Interest Rate for 20 years</u>   |          |
| Monthly Loan Payment   | \$250    |

**Note:** The City **does not** currently finance PV battery systems.

#### HOW IS THE LOAN SECURED?

For all solar installation loans, a real estate mortgage is used to secure the loan.

#### WHAT ARE THE REQUIREMENTS?

In addition to income-eligibility, other basic program requirements are:

- An owner-occupied property;
- Lead-based paint testing for homes built prior to 1978;
- State Historic Preservation Office approval for homes 50 years old or older.

Contact the Rehabilitation Loan Branch for additional loan requirements at 768-7076.

#### HOW DO I APPLY FOR A LOAN?

To apply, either call the City and County of Honolulu Rehabilitation Loan Branch at 768-7076 or visit the Rehabilitation Loan Program on the Dept. of Community Services website at

<http://www.honolulu.gov/dcs>.

**Step 1.** Obtain an itemized work proposal from a Hawaii-licensed contractor that includes the cost savings analysis worksheet. Also obtain the contractor's IRS W-9 Form and the contractor's State of Hawaii license information.

**Step 2.** Complete the Solar Loan Application.

**Step 3.** Mail in the Solar Loan Application and all of the supporting information to the following address:

City and County of Honolulu  
Solar Loan  
51 Merchant Street, First Floor  
Honolulu, Hawaii 96813

After we review your application, we will contact you to discuss your eligibility and obtain any additional information we need to complete the process.

The City does not charge fees for its services. However, there are nominal fees by third-party credit bureaus and title/escrow companies. These will be disclosed to you early in the application process.

For further assistance, please contact the Rehabilitation Loan Branch at 768-7076.

Appl. No. \_\_\_\_\_

**CITY AND COUNTY OF HONOLULU  
SOLAR LOAN APPLICATION**

Date Rec'd \_\_\_\_\_

Applicant (Head of Household) \_\_\_\_\_ Date of Birth \_\_\_\_\_ SS # \_\_\_\_\_

Co-Applicant (Spouse) \_\_\_\_\_ Date of Birth \_\_\_\_\_ SS # \_\_\_\_\_

Residence Address \_\_\_\_\_ Yrs. \_\_\_\_\_ Phone \_\_\_\_\_

Previous Address if less than 2 yrs. at above address \_\_\_\_\_ Yrs. \_\_\_\_\_

Mailing Address (If Other than Residence Address) \_\_\_\_\_

Names and Ages of All Dependents \_\_\_\_\_

**CURRENT EMPLOYMENT APPLICANT**

**CO-APPLICANT**

Employer \_\_\_\_\_ Years \_\_\_\_\_ Employer \_\_\_\_\_ Years \_\_\_\_\_

Position Held \_\_\_\_\_ Years \_\_\_\_\_ Position Held \_\_\_\_\_ Years \_\_\_\_\_

Phone \_\_\_\_\_ Gross monthly income \$ \_\_\_\_\_ Phone \_\_\_\_\_ Gross monthly income \$ \_\_\_\_\_

**OTHER GROSS MONTHLY INCOME**

| Recipient | Source of Income | Address of Source | Gross Amount |
|-----------|------------------|-------------------|--------------|
| _____     | _____            | _____             | \$ _____     |
| _____     | _____            | _____             | \$ _____     |
| TOTAL     |                  |                   | \$ _____     |

**DEPOSITORY ACCOUNTS (BANKS, SAVINGS & LOANS, CREDIT UNIONS, ETC.)**

| Depository/Branch | Name on Acct. | Acct. No. | Acct. Type | Balance |
|-------------------|---------------|-----------|------------|---------|
| _____             | _____         | _____     | _____      | _____   |
| _____             | _____         | _____     | _____      | _____   |

**LIST OF ALL REAL ESTATE OWNED (ATTACH ADDITIONAL SHEET IF NECESSARY)**

| Property Address | Present Value | Mortgage Balance | Monthly Payment | Mortgage Loan No. | Lender's Name and Address |
|------------------|---------------|------------------|-----------------|-------------------|---------------------------|
| _____            | _____         | _____            | _____           | _____             | _____                     |
| _____            | _____         | _____            | _____           | _____             | _____                     |

**LIABILITIES - LIST ALL NON-REAL ESTATE LOANS (CREDIT CARDS, PERSONAL LOANS, ETC.)**

| Creditor | Account Type | Account Number | Monthly Payment | Balance |
|----------|--------------|----------------|-----------------|---------|
| _____    | _____        | _____          | _____           | _____   |
| _____    | _____        | _____          | _____           | _____   |
| _____    | _____        | _____          | _____           | _____   |
| _____    | _____        | _____          | _____           | _____   |



Please complete the following information on all non-dependent **Permanent** Members of your Household. If there are no non-dependent permanent household members residing with you, please write **none** on the line below.

| Name  | Relationship<br>to Head of Household | Age   | Annual Income | Source(s) of<br>Income |
|-------|--------------------------------------|-------|---------------|------------------------|
| _____ | _____                                | _____ | _____         | _____                  |
| _____ | _____                                | _____ | _____         | _____                  |
| _____ | _____                                | _____ | _____         | _____                  |

As evidence of income, please submit a copy of the most recent federal tax returns for each individual listed above.

### VOLUNTARY INFORMATION FOR GOVERNMENT MONITORING ASSISTANCE:

The following information is requested by the Federal Government to monitor compliance with equal credit opportunity and fair housing laws. You are **not** required to furnish this information, but are encouraged to do so. If you choose not to furnish the information, Federal regulations require the City Government to note race and sex information based on visual observation or surname. Please initial below if you do not wish to divulge information.

APPLICANT \_\_\_\_\_ (Initials) CO-APPLICANT \_\_\_\_\_ (Initials)

|                        |                         |                        |                         |
|------------------------|-------------------------|------------------------|-------------------------|
| 01 ( ) Hawaiian (Part) | 14 ( ) Samoan           | 01 ( ) Hawaiian (Part) | 14 ( ) Samoan           |
| 03 ( ) Hawaiian (Full) | 15 ( ) South East Asian | 03 ( ) Hawaiian (Full) | 15 ( ) South East Asian |
| 04 ( ) Portuguese      | (Vietnamese,            | 04 ( ) Portuguese      | (Vietnamese,            |
| 05 ( ) Puerto Rico     | Laotian, etc.)          | 05 ( ) Puerto Rico     | Laotian, etc.)          |
| 06 ( ) White           | 16 ( ) American Indian  | 06 ( ) White           | 16 ( ) American Indian  |
| 07 ( ) Filipino        | or Alaskan Native       | 07 ( ) Filipino        | or Alaskan Native       |
| 08 ( ) Korean          | 17 ( ) Hispanic         | 08 ( ) Korean          | 17 ( ) Hispanic         |
| 09 ( ) Chinese         | 18 ( ) Black            | 09 ( ) Chinese         | 18 ( ) Black            |
| 10 ( ) Japanese        | 19 ( ) Other-please     | 10 ( ) Japanese        | 19 ( ) Other-please     |
| 11 ( ) Asian Indian    | specify                 | 11 ( ) Asian Indian    | specify                 |
| 12 ( ) Guamanian       | _____                   | 12 ( ) Guamanian       | _____                   |

GENDER: ( ) Male ( ) Female  
Head of Household Head of Household

GENDER: ( ) Male ( ) Female  
Head of Household Head of Household

I (We), the undersigned, certify that all of the information provided in this application is true and correct to the best of my (our) knowledge and is submitted for the purpose of obtaining a City solar roof loan. I (We) authorize the City and County of Honolulu to verify all information contained herein and to request a consumer report from consumer reporting agencies. I (We) agree that this application and related verifications and statements shall remain the property of City and County of Honolulu.

APPLICANT'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_ CO-APPLICANT'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

## INFORMATION DISCLOSURE AUTHORIZATION AND RELEASE

The undersigned parties (hereinafter referred to as "Applicant(s)") hereby authorize ACRAnet, Inc a Nevada Corporation (hereinafter referred to as "ACRAnet") to obtain a credit report and other personal information (all documents hereinafter referred to as "Consumer Report") in connection with Applicant(s) application for a mortgage loan.

Applicant(s) signature(s) below further authorize(s):

- I. the mortgage company to release a copy of Applicant(s) credit application to ACRAnet;
- II. ACRAnet to obtain information regarding Applicant(s) employment, savings accounts and outstanding credit accounts (mortgages, auto loans, personal loans, charge cards, credit union accounts, etc.);
- III. ACRAnet to use a photocopy, facsimile or other true reproduction of this authorization, if necessary, to obtain any information required in the course of its activities in connection herewith, any such true copy of this Information Disclosure Authorization and Release being deemed an original; and
- IV. ACRAnet to furnish a copy of Applicant(s) Consumer Report to the mortgage company that requested this authorization.

Applicant(s) hold the mortgage company and ACRAnet harmless and indemnified in furnishing the copy of the Consumer Report in accordance herewith.

|                                 |                       |      |
|---------------------------------|-----------------------|------|
| Applicant's Name (Please Print) | Applicant's Signature | Date |
| Applicant's Name (Please Print) | Applicant's Signature | Date |
| Applicant's Name (Please Print) | Applicant's Signature | Date |
| Applicant's Name (Please Print) | Applicant's Signature | Date |

**PRIVACY ACT NOTICE:** The information to be obtained will be used by the lender and any federal agency insuring, guaranteeing or purchasing the mortgage to determine whether Applicant(s) qualifies as a prospective borrower under the lender's and the agency's underwriting standards. The information will not be disclosed outside the lender and the federal agency without Applicant(s) consent except to the person or company verifying the information including, but not limited to, Applicant(s) employer, bank, lender and by any other credit reference as needed to verify other credit information and as permitted by law. Applicant(s) does not have to give ACRAnet this information, but if Applicant(s) does not, Applicant(s) mortgage loan application may be delayed or rejected. This information ACRAnet will obtain is authorized by the TITLE 33, U.S.C chapter 37 (if VA); and 12 U.S.C., Section 1701 et seq. (if HUD/FHA).